

TOWN OF GROTON
Office of the Board of
Assessors

173 Main Street
 Groton, MA 01450
(978) 448-1127
www.grotonma.gov



Board of Assessors

Donald R. Black
 Garrett C. Boles
 Jenifer B. Evans

Principal Assistant Assessor

Megan L. Foster

Assistant Assessor

Ravilla Garthe

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Board of Assessors
Meeting Minutes

APPROVED

Friday, June 25th, 2021

11:00 AM Public Meeting Assessors Office Town Hall

Members Present: *Garrett Boles, Donald Black and Jenifer Evans.*

Staff Present: *Megan Foster and Ravilla Garthe.*

1. Open Meeting

- i. Garrett Boles calls the meeting to order at 11:25 AM

2. Discussion

- i. Report on RE properties will be done once data entry is completed. New Growth to be entered. Megan to speak with vision about running reports and hopefully with someone who is proficient with Vision 6. Report is needed for Re-val and for comparison purposes. Table of percentages to be set by classifications.
- ii. Becky from DOR stated many properties in town still showing basement garage and this should be fixed.
- iii. Generate a list for property owners explaining properties assessment to prepare for FY22 Abatement period.
- iv. Consider running MLS listings to stay up-to-date with properties sales data analysis. Run a sales report for 2020 and send SVQ to assist with FY22 assessments as well as an LA3 report.
- v. Acquire Marshall and Swift Manual and Subscription.

3. Administrative

11:37 AM *Donald Black* makes a motion to approve meeting minutes from June 11th as corrected, *Garrett Boles 2nds*; motion passes 3-0

4. **Signatures 11:52 AM**

vi. The Board signed the following:

- Motor Vehicle Excise Tax for the month of May
- Motor Vehicle Excise Tax Abatement Report for the month of June
- RE Abatement

5. **Adjourn**

- i. **12:02 PM:** *Donald Black* makes a motion to adjourn public meeting; *Garrett Boles* 2nds; motion passes 3-0 all in favor

Respectfully Submitted,
Ravilla Garthe
Assistant Assessor